

NOTICE OF OFFICE OF MANAGEMENT AND BUDGET ACTION

Madeleine Clayton 12/28/2000
Departmental Forms Clearance Officer
Office of the Chief Information Officer
14th and Constitution Ave. NW.
Room 6086
Washington, DC 20230

In accordance with the Paperwork Reduction Act, OMB has taken the following action on your request for approval of a new information collection received on 12/20/2000.

TITLE: Shoreside Processor Electronic Logbook Reports for the Alaska Bering Sea/Aleutian Islands Pollock and Pacific Cod Fisheries

AGENCY FORM NUMBER(S): None

ACTION : APPROVED

OMB NO.: 0648-0426

EXPIRATION DATE: 06/30/2001

BURDEN	RESPONSES	BURDEN HOURS	BURDEN COSTS
Previous	0	0	0
New	1,520	887	0
Difference	1,520	887	0
Program Change		887	0
Adjustment		0	0

TERMS OF CLEARANCE: None

NOTE: The agency is required to display the OMB control number and inform respondents of its legal significance (see 5 CFR 1320.5(b)).

OMB Authorizing Official Title

Donald R. Arbuckle Deputy Administrator, Office of
Information and Regulatory Affairs

PAPERWORK REDUCTION ACT SUBMISSION

Please read the instructions before completing this form. For additional forms or assistance in completing this form, contact your agency's Paperwork Clearance Officer. Send two copies of this form, the collection instrument to be reviewed, the supporting statement, and any additional documentation to: Office of Information and Regulatory Affairs, Office of Management and Budget, Docket Library, Room 10102, 725 17th Street NW, Washington, DC 20503.

1. Agency/Subagency originating request	2. OMB control number b. <input type="checkbox"/> None a. _____ - _____
3. Type of information collection (<i>check one</i>) a. <input type="checkbox"/> New Collection b. <input type="checkbox"/> Revision of a currently approved collection c. <input type="checkbox"/> Extension of a currently approved collection d. <input type="checkbox"/> Reinstatement, without change, of a previously approved collection for which approval has expired e. <input type="checkbox"/> Reinstatement, with change, of a previously approved collection for which approval has expired f. <input type="checkbox"/> Existing collection in use without an OMB control number For b-f, note Item A2 of Supporting Statement instructions	4. Type of review requested (<i>check one</i>) a. <input type="checkbox"/> Regular submission b. <input type="checkbox"/> Emergency - Approval requested by _____ / _____ / _____ c. <input type="checkbox"/> Delegated 5. Small entities Will this information collection have a significant economic impact on a substantial number of small entities? <input type="checkbox"/> Yes <input type="checkbox"/> No 6. Requested expiration date a. <input type="checkbox"/> Three years from approval date b. <input type="checkbox"/> Other Specify: _____ / _____
7. Title	
8. Agency form number(s) (<i>if applicable</i>)	
9. Keywords	
10. Abstract	
11. Affected public (<i>Mark primary with "P" and all others that apply with "x"</i>) a. <input type="checkbox"/> Individuals or households d. <input type="checkbox"/> Farms b. <input type="checkbox"/> Business or other for-profit e. <input type="checkbox"/> Federal Government c. <input type="checkbox"/> Not-for-profit institutions f. <input type="checkbox"/> State, Local or Tribal Government	12. Obligation to respond (<i>check one</i>) a. <input type="checkbox"/> Voluntary b. <input type="checkbox"/> Required to obtain or retain benefits c. <input type="checkbox"/> Mandatory
13. Annual recordkeeping and reporting burden a. Number of respondents _____ b. Total annual responses _____ 1. Percentage of these responses collected electronically _____ % c. Total annual hours requested _____ d. Current OMB inventory _____ e. Difference _____ f. Explanation of difference 1. Program change _____ 2. Adjustment _____	14. Annual reporting and recordkeeping cost burden (<i>in thousands of dollars</i>) a. Total annualized capital/startup costs _____ b. Total annual costs (O&M) _____ c. Total annualized cost requested _____ d. Current OMB inventory _____ e. Difference _____ f. Explanation of difference 1. Program change _____ 2. Adjustment _____
15. Purpose of information collection (<i>Mark primary with "P" and all others that apply with "X"</i>) a. <input type="checkbox"/> Application for benefits e. <input type="checkbox"/> Program planning or management b. <input type="checkbox"/> Program evaluation f. <input type="checkbox"/> Research c. <input type="checkbox"/> General purpose statistics g. <input type="checkbox"/> Regulatory or compliance d. <input type="checkbox"/> Audit	16. Frequency of recordkeeping or reporting (<i>check all that apply</i>) a. <input type="checkbox"/> Recordkeeping b. <input type="checkbox"/> Third party disclosure c. <input type="checkbox"/> Reporting 1. <input type="checkbox"/> On occasion 2. <input type="checkbox"/> Weekly 3. <input type="checkbox"/> Monthly 4. <input type="checkbox"/> Quarterly 5. <input type="checkbox"/> Semi-annually 6. <input type="checkbox"/> Annually 7. <input type="checkbox"/> Biennially 8. <input type="checkbox"/> Other (describe) _____
17. Statistical methods Does this information collection employ statistical methods <input type="checkbox"/> Yes <input type="checkbox"/> No	18. Agency Contact (person who can best answer questions regarding the content of this submission) Name: _____ Phone: _____

19. Certification for Paperwork Reduction Act Submissions

On behalf of this Federal Agency, I certify that the collection of information encompassed by this request complies with 5 CFR 1320.9

NOTE: The text of 5 CFR 1320.9, and the related provisions of 5 CFR 1320.8(b)(3), appear at the end of the instructions. *The certification is to be made with reference to those regulatory provisions as set forth in the instructions.*

The following is a summary of the topics, regarding the proposed collection of information, that the certification covers:

- (a) It is necessary for the proper performance of agency functions;
- (b) It avoids unnecessary duplication;
- (c) It reduces burden on small entities;
- (d) It used plain, coherent, and unambiguous terminology that is understandable to respondents;
- (e) Its implementation will be consistent and compatible with current reporting and recordkeeping practices;
- (f) It indicates the retention period for recordkeeping requirements;
- (g) It informs respondents of the information called for under 5 CFR 1320.8(b)(3):
 - (i) Why the information is being collected;
 - (ii) Use of information;
 - (iii) Burden estimate;
 - (iv) Nature of response (voluntary, required for a benefit, mandatory);
 - (v) Nature and extent of confidentiality; and
 - (vi) Need to display currently valid OMB control number;
- (h) It was developed by an office that has planned and allocated resources for the efficient and effective management and use of the information to be collected (see note in Item 19 of instructions);
- (i) It uses effective and efficient statistical survey methodology; and
- (j) It makes appropriate use of information technology.

If you are unable to certify compliance with any of the provisions, identify the item below and explain the reason in Item 18 of the Supporting Statement.

Signature of Senior Official or designee

Date

Agency Certification (signature of Assistant Administrator or head of MB staff for L.O.s, or of the Director of a Program or Staff Office)	
Signature	Date
Signature of NOAA Clearance Officer	
Signature	Date

Request for New Collection of Information

SHORESIDE PROCESSOR ELECTRONIC LOGBOOK REPORT (SPELR) FOR THE ALASKA BERING SEA/ALEUTIAN ISLANDS POLLOCK AND PACIFIC COD FISHERIES



**Prepared by
National Marine Fisheries Service
Alaska Region**

INTRODUCTION

On October 21, 1998, the President signed into law the American Fisheries Act (AFA), which imposed major structural changes on the Bering Sea and Aleutian Islands Management Area (BSAI) pollock fishery which is managed by National Marine Fisheries Service (NMFS), Alaska Region. These changes include addition of new recordkeeping and reporting requirements for participation in the BSAI pollock fishery for processors that receive groundfish from AFA catcher vessels and for BSAI pollock fishery cooperatives formed under the AFA.

On November 30, 2000, NMFS released the Biological Opinion assessing the groundfish fisheries of the BSAI and GOA and effects on Steller sea lions as required by the Endangered Species Act (ESA). As a result, changes are required to recordkeeping and reporting procedures in order to facilitate management of fisheries by National Marine Fishery Service (NMFS).

JUSTIFICATION

1. Need to Conduct the Information Collection.

In OMB 0648-0213, a collection-of-information is described to collect fishery data and supporting data from the fishing industry in the Exclusive Economic Zone (EEZ) off Alaska, including a shoreside processor daily cumulative production logbook (DCPL) and weekly production report (WPR). In

OMB 0648-0401, a shoreside processor electronic logbook report (SPELR) is described which replaces the shoreside processor DCPL and WPR. Use of the SPELR is required to implement the provisions of the American Fisheries Act (AFA) and to establish new procedures for inseason management of directed fisheries to monitor catch and bycatch taken by various AFA-qualified entities, and to manage catch limits by AFA-qualified vessels in other fisheries.

Under OMB No. 0648-0401, the SPELR must be used by shoreside processors that receive groundfish from AFA-qualified catcher vessels, a total of 15 processors. This new collection of information adjusts the use of SPELR to an additional 2 shoreside processors that receive groundfish from AFA-qualified catcher vessels, and adds those required by the emergency final rule to implement the Biological Opinion: 2 shoreside processors that receive pollock harvested in a pollock directed fishery, and 15 processors that receive Pacific cod harvested in a Pacific cod directed fishery. This SPELR requirement affects a total of 19 shoreside processors.

2. How, by whom, how frequently, and for what purpose the information will be used.

To implement the provisions of the AFA for pollock and the provisions of the Biological Opinion under the ESA for pollock and Pacific cod, NMFS will use the SPELR to monitor daily Pacific cod harvest, pollock harvests and pollock sideboard species harvests on a vessel-by-vessel basis in order to make timely management decisions on Pacific cod closures, pollock closures and sideboard species closures.

The SPELR software provided by NMFS has automatic features that allow the shoreside processors to effect file transfer by computer modem to the NMFS communication server or file transfer can occur as an attachment to an e-mail message. A dated return-receipt is generated and sent by NMFS to the processor confirming receipt and acceptance of the electronic report. Processors must retain the return receipt as proof of report submission.

Information entered once (at software installation) or whenever it changes

(except where indicated, all of this information also is entered on each DCPL logsheet)

Shoreside processor name

ADF&G processor code (Alaska State intent-to-operate number)

Federal processor permit number

Processor e-mail address [not on 0213 SS DCPL]

State port code [not on 0213 SS DCPL, WPR, or DPR]

Name, telephone and FAX numbers of representative [not on 0213 SS DCPL]

Information entered automatically by computer

(except where indicated, all of this information is entered on each DCPL logsheet)

Date

Last sent date [not on 0213 SS DCPL]

Last modified date and time [not on 0213 SS DCPL]
Date report printed [not on 0213 SS DCPL]
Species name (translated from species code)
Totals of species' weights
Totals of species' numbers
Total daily production (in lb)
Total daily production by BSAI and GOA (in lb)
Federal reporting area (translated from ADF&G statistical area)
Product description (translated from product code)
BSAI and GOA product division (translated from ADF&G statistical area and Federal reporting area)
Alpha gear code (translated from numerical gear code)

Information entered daily

(except where indicated, all of this information is entered on each DCPL logsheet)

Indicate if no deliveries or no production
Number of observers on site
Whether harvested in BSAI or GOA
Production
 Product by species code and product code
 Whether product is primary, ancillary, or reprocessed/rehandled
 Product weight (in lb or mt).

Information entered for each delivery

(except where indicated, all of this information is entered on each DCPL logsheet)

Date fishing began [not on 0213 SS DCPL]
Delivery date [not on 0213]
Catcher vessel name and ADF&G number;
Whether delivery is from a buying station; if yes
 Type: vessel, vehicle, or other [not on 0213 SS DCPL]
 Name of buying station
 Date received by buying station.
 If a vessel, ADF&G number
 If a vehicle, license plate number [not on 0213 SS]
 If other, description [not on 0213 SS DCPL]
Whether a discard DFL was received from catcher vessel
If discard DFL not received, reason given
ADF&G fish ticket number of delivery
Management program name (whether CDQ, research program, experimental fishery, IFQ, or AFA co-op) and identifying number
Gear type of harvester

Landings

Landed species by species code and product code

Weight (in pounds or mt) for each species of each delivery [not on 0213 SS DCPL]

Discard or disposition species by species code and product code and

Weight (in pounds or mt) of groundfish, or PSC herring; or

Count (in numbers of animals) of PSC halibut, salmon, or crab

If a CDQ delivery, count of PSQ halibut [not on 0213 SS DCPL]

ADF&G statistical area(s) where fishing occurred [not on 0213 SS DCPL]

Estimated percentage of total delivered weight corresponding to each area [not on 0213 SS DCPL]

SPELR Printed Reports

The SPELR requires the shoreside processor to daily generate and retain printed output consisting of a Shoreside Logbook Daily Production Report and a Delivery Worksheet. These pre-determined standard-format printouts are created by hitting the PRINT button on the computer. The purpose of these printouts is to allow observers and enforcement agents the ability to review and audit deliveries and production without logging onto the company's computer, although an observer or enforcement officer may request to view the computer records online. The printed copies also represent permanent copies of records required by regulations to be maintained onsite throughout the fishing year and for 3 years after the end of the current fishing year.

3. Use of improved technology to reduce burden

NMFS monitors daily Pacific cod harvests, pollock harvests and sideboard species harvests on a vessel-by-vessel basis through daily electronic submittal by shoreside processors of a SPELR file in order to make timely management decisions on Pacific cod closures, pollock closures and sideboard species closures. To collect this vessel-by-vessel delivery information, shoreside processors receiving deliveries of groundfish from AFA catcher vessels, receiving deliveries of pollock harvested in a directed fishery, and receiving deliveries of Pacific cod harvested in a directed fishery are required to submit information about those deliveries daily in electronic form.

The SPELR is designed to provide NMFS with the detailed information needed to manage fisheries while reducing the recordkeeping and reporting burden on industry. The SPELR software to record and submit this information may be obtained free of charge from NMFS Alaska Region (see ADDRESSES or <http://www.fakr.noaa.gov>). As a alternative to the NMFS-provided SPELR, processors may use privately developed software approved by NMFS that conforms to NMFS SPELR software specifications. These software specifications are available from NMFS Alaska Region upon request.

The pollock and Pacific cod shoreside processors are assumed to have a computer for business or observer purposes and would not need to purchase a computer for use with the SPELR. The minimum hardware and operating system requirements for the NMFS SPELR are:

- A personal computer (PC) with Pentium or equivalent processor,
- Windows 95, 98, or NT operating system (or equivalent),
- At least 16 megabytes of RAM (Windows 95) or 32 megabytes of RAM (Windows 95, NT),
- At least 75 megabytes of free hard disk storage, and
- Telephone modem or Internet connection.

4 and 5. Efforts to identify duplication and Methods to minimize the burden on small entities.

This collection-of-information does not impose a significant impact on small entities. The SPELR is designed to provide NMFS with the detailed information needed to manage Pacific cod fisheries, groundfish received from AFA-qualified catcher vessels, and pollock fisheries while reducing the recordkeeping and reporting burden on industry. Shoreside processors and stationary floating processors that use the SPELR are exempt from maintaining the shoreside processor DCPL and WPR nor to submit quarterly DCPL logsheets to NMFS. The information formerly found in a WPR is contained in the SPELR daily submittal of information to NMFS, in fact in greater detail.

6. Consequences to Federal program activities if the collection were conducted less frequently.

If the information were not collected, NMFS would be unable to implement the goals and objectives of the AFA, the Magnuson-Stevens Fishery Management and Conservation Act (Magnuson-Stevens Act), the FMPs, and the requirements of the Endangered Species Act.

7. Special circumstances.

No special circumstances exist.

8. Public comment or consultation on the information collection.

Comments will be solicited in the emergency final rule.

9. Payment or gift to respondents.

No payment or gift is provided under this program.

10. Assurance of confidentiality provided to respondents and the basis for this assurance in statute, regulation, or agency policy.

The information collected is confidential under section 402(b) of the Magnuson-Stevens Act (16 U.S.C. 1801, *et seq.*). It is also confidential under NOAA Administrative Order 216-100, which sets forth procedures to protect confidentiality of fishery statistics. These procedures have been implemented under the NMFS Operations Manual entitled, "Data Security Handbook for the Northwest-Alaska Region, National Marine Fisheries Service."

11. Collection of information of a private and sensitive nature.

This information collection does not involve information of a sensitive nature.

12/13/14. Total burden hours and annual costs of the collection-of-information for respondents and Federal Government.

No capital or significant start-up costs are associated with this collection-of-information. A computer is required for the SPELR, but is already on the premises for use by observers. Total burden hours are 1,867.

Application Description	Respondent		Federal Government	
	Time (hr)	Personnel Cost (\$)	Time (hr)	Personnel Cost (\$)
Shoreside processor electronic logbook				
Number of respondents	19			
Number responses per respondent	80			
Total annual responses	1,520		1,520	
Daily est. hours per response	35		5 min	
complete & print reports (30 min)				
electronically submit (5 min)	min			
Total response hours	887		127	
Personnel cost per hour		20		20
(average wage equivalent to a GS-7 employee in Alaska, including COLA)				
Total personnel cost		\$17,740		\$2,540

Number required to use SPELR because they accept pollock from AFA-qualified catcher vessels = 2
Number required to use SPELR because they accept pollock from a pollock directed fishery = 2
Number required to use SPELR because they accept Pacific cod from a Pacific cod directed fishery = 15

Total number required to use SPELR in 2001 = $2+2+15 = 19$.

These numbers do not include firms that are using SPELR voluntarily.

Although these numbers appear to be additions to the reporting budget, when compared with OMB No. 0648-0213, savings for the shoreside processor in actual burden and labor exist for these 34 processors, because of costs associated with the WPR and DCPL.

Completion and submittal of a WPR

estimated at $30 \text{ min} \times 36 \text{ weeks per year} = 1080/60 = 18 \text{ hr} \times 19 = 342 \text{ hr}$;

$\$8/\text{fax} \times 1 \text{ WPR/week} \times 36 \text{ weeks} \times 19 = \$5,472$;

file and retain WPR ($5 \text{ min} \times 1 \text{ WPR/week} \times 36 \text{ weeks} \times 19 = 57 \text{ hr} \times \$20 = \$1,140$)

total WPR = \$6,612.

Completion and submittal of a shoreside processor DCPL

estimated at $(31 \text{ min} \times 200 \text{ receiving or processing days/processor/year})/60 = 103 \times 19 = 1,957 \text{ hr}$;

maintenance of DCPL

(Average wage equivalent to a GS-7 employee in Alaska, including COLA)

$\$20/\text{hr} \times (1,957+342) = \$45,980$;

submit DCPL sheets by mail each quarter $\$2.50 \times 4 \times 19 = \190 ;

file and retain DCPL ($1 \text{ hr/wk} \times 36 \times \$20 \times 19 = \$13,680$).

Total savings SPELR 887 vs $(342+1,957 = 2,299) = 1,412$;

SPELR miscellaneous costs \$0 vs $\$190 + \$5,472 = \$5,662$;

SPELR labor costs \$17,740 vs $(\$45,980+13,680 = \$59,660)$.

Net savings = $\$65,322 - 17,740 = \$63,552$.

Federal government has decreased costs with the SPELR.

review, data entry, and filing of each quarterly DCPL submittal $(6 \text{ min} \times 4 \text{ quarters} \times 19)/60 = 8 \text{ hr}$;

prepare and mail one DCPL ($30 \text{ min} \times 19 = 10 \text{ hr}$);

Labor cost for DCPL (Average wage equivalent to a GS-7 employee in Alaska, including

COLA = $\$20 \times 18 \text{ hr} = \360 ;

$\$15 \times 19$ for printing of logbook = \$285;

$\$5 \times 19$ for postage to mail each logbook = \$95;

Review, data entry, filing of WPR = $30 \text{ min} \times 19 \times 36 \text{ weeks/year} = 342 \text{ hr}$;

Labor cost of WPRs ($\$20 \times 342 = \$6,840$)

Total savings: Labor hours, WPR & DCPL 360 vs SPELR 127= 233 hr;
dollar costs WPR & DCPL (\$360+285+95+6,840) = \$7,580 vs SPELR \$2,540
Net savings = \$7,580 - 2,540 = \$5,040

15. Program changes or adjustments.

This is a request for a new collection-of-information through an emergency submission.

16. Plans for tabulation and publication.

The results of this collection-of-information will not be published.

17. Expiration date for OMB approval of the information collection.

In accordance with OMB requirements, the control number and expiration date of OMB approval will be shown on all forms associated with this program. The OMB number and expiration date will be displayed on the opening screen of the SPELR.

18. Exception to the certification statement.

No exceptions to the certification statement exist.